Bldg. 6880, St.111, Dist. 2609, Zip Code 34332, Dammam, Saudi Arabia

Subject: Vehicle Rental Services Request

We are pleased to submit our request for your vehicle rental services. Kindly provide your proposal and quotation for the services listed below.

No.	Item Description	Quantity
1.	Corporate Vehicle Rental Services (Short-Term Rental)	
2.	Long-Term Vehicle Leasing Services	

Please include your commercial terms, fleet availability, rental conditions, and delivery schedule for our review.

We look forward to receiving your proposal and establishing a successful business relationship.

Yours faithfully,

Authorized Signatory
Koch Engineered Solutions Middle East Industrial